



THE COMMONWEALTH OF MASSACHUSETTS  
OFFICE OF CAMPAIGN & POLITICAL FINANCE

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**MEMORANDUM**

TO: Interested Persons

FROM: Michael J. Sullivan, *MJS*  
Director

SUBJECT: Procedure to Transfer a Candidate's Political Committee from the State Level to the Municipal Level

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Massachusetts General Law chapter 55, section 5 states in part: "The statement of a political committee organized on behalf of a candidate shall also include the written consent of said candidate. No candidate shall give his consent to more than one such committee." (Emphasis added).

Therefore, if you are a candidate whose political committee is currently filing with the Office of Campaign and Political Finance (OCPF) and you wish to seek elected office in a city or town, you must:

1. File Form CPF P101 (Change of Purpose of a Political Committee) with the local election official (city or town clerk or election commission) to indicate which office you are now seeking. A copy of this form must be filed with OCPF.
2. File a copy of your original Form CPF 101 (Statement of Organization Candidate's Committee), currently on file with OCPF with your local election official. If your political committee has a new treasurer, a Form CPF T 101 (Change of Treasurer) must also be filed, with the local election official with a copy filed with OCPF.
3. File a copy of your last Form CPF 102 (Campaign Finance Report) previously submitted to OCPF with your local election official. The next filing with the local election official will report activity from the day following the ending date of such report.

See 970 CMR 1.13.



If at the time of transfer your political committee still shows a cash balance or any outstanding liabilities, you will be required to provide copies of the subsequent campaign finance reports you file at the local level to OCPF. You must continue to file these copies until the liabilities you indicated at the time of transfer have been satisfied and/or any cash balance shown at the time of transfer has been exhausted.

Also, if you continue to seek office at both the state and municipal level, your committee will have reporting requirements at both levels. If you maintain filing requirements with the Office of Campaign and Political Finance, your reports may need to be filed electronically as specified in M.G.L. c. 55, § 18C and 970 CMR 1.11.

If you are not initially required to appoint a depository under M.G.L. c. 55, § 19 (i.e., you are not initially a statewide, county, governor's council, mayoral or at-large city council candidate in Boston, Lowell, Springfield, Worcester or Cambridge), and you decide to seek an office which causes you to be required to appoint a depository in accordance with M.G.L. c. 55, § 19, you will become subject to depository reporting requirements on whichever of the following dates is the earliest:

- (a) on the date you file a change of purpose form;
- (b) on the date you first raise or spend money for the purposes of influencing the nomination or election for such office; or
- (c) on January 1<sup>st</sup> of the election year in which you seek election to such office.

For more information, please contact OCPF.